SIEMENS

Hicom cordless EM

Gigaset 3000 Micro

Operating instructions

Warning!

Please read the safety notes on page 2 before putting the equipment into service.

General

Safety notes

Notes on handset use

Do not use the handset in environments where there is danger of **explosion** (for example, a paint shop).

Research has shown that **electronic devices**, such as medical equipment, can be affected by the handset. **Local safety regulations must therefore be observed**!

The handset is not suitable for people with hearing aids since the radio signals interfere with hearing aids, producing a very unpleasant humming sound if the volume is turned up too high.

Do not use handsets in **damp environments** (bathroom). The units are not splashproof.

If you lend your handset to someone else, please make sure that you include the operating instructions with it.

Notes on battery use

Only use the approved battery V30145-K1310-X143 (NiMH battery), see page 12.

Never use other batteries or normal (non-rechargeable) batteries. These batteries can cause short-circuits and may be subject to damage (dangerous).

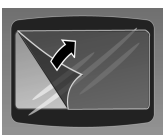
Avoid contact with **water** and **fire**.

Do not use **non-Siemens charging devices**. These could damage the batteries.

Only use the **supplied plug-in power supply unit** as designated on the underside of the charging shell.

Please dispose of defective batteries, the mobile handset and the charging shell in accordance with the environmental specifications.

Note:



The display is covered by a protective film. Remove the film before putting the handset into service.

Operating elements, unit parts

1	Receiver inset	8	Keypad lock
2	Display (illuminated)	9	Ringer-off key
3	Display keys	10	Microphone
4	On-hook key	11	Recall key
5	Menu key	12	Battery compartment/lid
6	Telephone directory key (local)	13	Headset port
7	Talk key		

Fig. 1 Operating elements, unit parts

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Introduction

Notes on these operating instructions

These operating instructions describe the Gigaset 3000 Micro handset in connection with Hicom® cordless EM at Hicom 150 E / Hicom 150 H.

All functions that can be performed via your handset are described. You may discover that certain handset functions are not available as required. The reasons for this may be as follows:

- The function is not configured for you and your handset. In this case, please consult your system administrator.
- Your Hicom 150 E / Hicom 150 H does not support this function. Please contact your Siemens sales partner for a system upgrade.

Features

Features of the DECT[1] handset

- **Illuminated graphical display** with battery charge display
- **Status-dependent functions**
- User interface with **dialog menu**[2]
- **Number redial** for the last five numbers/names dialled
- **Telephone directory** in the handset for approx. 100 entries
- **Enhanced user guidance** with displays in different languages.
  For information on setting the language see page 47
- **Block dialling** with correction option
- **Auto talk**[3] on removal from the charging unit
- **Protection** against inadvertent key activation
- Enhanced convenience through **short cuts**
- **Long usage times** without recharging using an **NiMH battery**:
  - up to **15 hours talk time**.
  - up to **200 hours in standby mode**.
- Each handset can log onto and be used by up to **4 DECT systems**

1 DECT = **D**igital **E**nhanced **C**ordless **T**elecommunications
2 As of Version 3.0
3 Activated by default

Introduction

Features of the Hicom cordless EM

- **Internal and external calls** in the entire Hicom cordless EM radio network
- Roaming (the user can roam **throughout the entire radio network** and still receive all internal and external calls under one call number)
- **Automatic call transfer** from base station to base station when moving in the radio network during a call (handover)
- **Automatic callback**
- **Call forwarding**
- **Consultation** during a call
- **Use of all important Hicom functions**

Hicom cordless EM

The Hicom cordless EM DECT telephone system comprises

- the **radio exchange** for Hicom 150 E / Hicom 150 H,
- up to 16 **base stations** (transmitter/receiver),
- up to 64 **convenience handsets** (cordless telephones)
- and the **charging shell**.

Environmental conditions

- **Please read the safety notes on page 2**!
- The handset and charging shell should not be placed near electronic devices, such as other telephones, hi-fi, office or microwave devices, as this may adversely affect the operation of your telephone and/or the electronic equipment.
- Do not expose the handset or charging shell to direct sunlight or other sources of heat.
- Use the handset at temperatures between +5 °C and +45 °C.
- Do not expose the handset or charging shell to damp environments.
- Avoid using the handset and charging shell in rooms where there is a lot of dust.

Introduction

General operating instructions

- The devices offer **a high level of privacy**. No protection can be guaranteed against illegal bugging using other radio receivers.
- When operating the handset, a basic distinction is made between
  - **telephone/switching functions**, e.g. when a call is in progress, and
  - **local functions**, display when handset is on.
- Local functions can also be performed in the charging shell.
- **Local functions can be cancelled** with the **on-hook key** ⓞ before they are stored or saved.
- Your telephone directory entries, all settings and your PIN are **not lost**, even if you **remove the battery.**
- **Call charge display** at the handset is similar to that of optiset E telephones.
- The **emergency number function** is not supported by cordless EM.
- Operation at a Gigaset base station is possible in accordance with the Gigaset operating instructions.

Radio range

- Depending on the environment, the range **in the open** is up to 300 m per base station.
- **In buildings**, the range extends up to 50 m per base station (depending on the room and building layout and construction).
- If you **leave the radio range of the system's base stations during a call**, the quality of the voice connection drops, particularly if you move. For a better voice connection, move back into the base station range.
- The radio connection is lost if you **exceed the range**. This is identified by the **flashing** of `Base 1`, for example.
- The **field strength** in the first display line is displayed by the ▮››› symbol when the phone is idle.
- Please consult your system administrator in the case of **range problems**!

Leaving the radio network

- **Integrated power saving function**: if you leave the base station radio range when the **handset is switched on**, the interval between synchronisation attempts gradually increases – this increases the battery life in standby mode.
  To ensure that the handset can be used as soon as you return to the radio network, you should immediately register it again:
  Press the on-hook key **until the display is blank,** press the on-hook key again **until the handset is on**.
- If you intend to leave the radio network and take your handset with you, we recommend that you turn the handset off in order to save the battery.

Cleaning the handset

To clean the handset and the charging shell, simply wipe them with a damp or antistatic cloth. Never use a dry cloth (since this can generate electrostatic charges and discharges) and **never use abrasive cleaning agents**.

Preparing the handset

Inserting the battery into the handset

Note:

- Please read the **safety notes on page 2 first**!
- Only use the **permitted battery,** do not use any other batteries or normal batteries (non-rechargeable) – see page 12.

Proceed as follows to insert the battery:

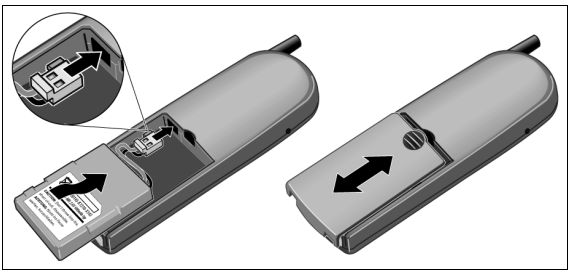


Fig. 2 Inserting the battery

- Hold the handset with the **dialling keypad facing downwards**. A battery compartment for the **battery** is located in the lower part of the handset.
- To open the battery compartment, press the **grooves** and slide the lid downwards in the direction of the arrow. Lift off the lid.
- Insert the **battery connector** into the jack with the small **tabs facing upwards and left as shown**.
- Insert the battery into the **battery compartment** with the **label facing upward**. Ensure that the cable is not trapped under the battery.
- Position the lid **at a distance of a few millimetres** from the battery compartment. Slide the lid of the battery compartment upwards until it **slots into place**.

Preparing the handset

Charging and using the battery

The battery supplied (NiMH) is **not fully charged**.

To charge the battery, insert the handset with the display facing upwards into the Gigaset 3000L Micro charging shell.

The battery symbol on the handset display indicates the charging status:

- Battery empty.
- Battery 33% charged.
- Battery 66% charged.
- Battery 100% charged.

Note:

- New batteries should be **initially charged** for a **minimum period of 16 hours without interruption** – irrespective of the battery symbol displayed!
- You can subsequently place your handset in the charging shell each time it is used. Charging is **electronically controlled** which ensures that the battery is charged optimally.
- The battery warms up during charging.
- Old, defective batteries must be disposed of in accordance with legal requirements, not in the normal waste disposal system.

Permitted battery:

Toshiba Power Pack (NiMH 600mAh),
Order No.: V30145-K1310-X143

Operating times/charging time:

These times are only achieved **after several charging and discharging cycles**!

Battery capacity	Standby time	Talk time	Charging time
600 mAh	up to 200 hours	approx. 15 hours	approx. 5 hours

Fitting the attachment clip

You can fit the supplied attachment clip to your handset if required.

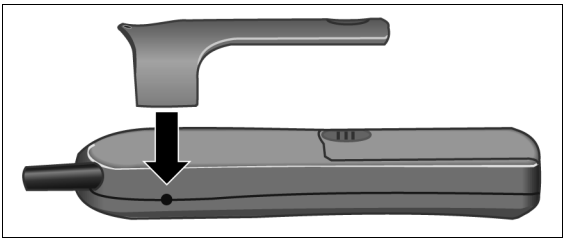


Fig. 3 Fitting the attachment clip

Place the attachment clip on the **back** of the handset. There are **holes** on the **sides** of the handset approximately level with the displays. Press the clip towards the handset until the clip's side tabs click into place in the handset's holes.

Preparing the handset

Activating/deactivating handsets

Note:

The language set at the **factory** is **English**! For information on changing the language to another language, refer to page 47.

- **Off status:** display clear – **calls are not received!**
- **On status**: Base 1, for example, is displayed – prerequisite for all telephone functions, **normal operating status!**

Activating the handset:

Press the on-hook key **and hold it down** until the display changes to on or message status (see page 16).
You will hear the confirmation beep *.

* Activated by default

Deactivating the handset:

Press the on-hook key **and hold it down** until the display clears.
You will hear the confirmation beep.

Note:

The handset can only be fully switched off when it is removed from the charging shell!

The handset is automatically set to "on" or message status if it is placed in the charging shell (see page 16).

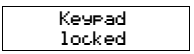
Activating/deactivating the keypad lock

This allows you to protect your handset **against inadvertent key activation**, e.g. when carrying it in your bag. **Calls are signalled** even if the keypad is locked and can be answered in the same way as when the telephone is on.

Prerequisite: Handset is activated.

Activating the keypad lock:

Press the keypad lock key and **hold it down** until Keypad locked appears.



Display in **keypad lock status**.

Deactivating the keypad lock:

Press the **keypad lock key** and hold it down until the display changes to on or message status (see page 16) .

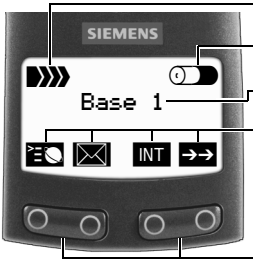
Display

Explanation

The handset features a 4-line display with 16 characters per line. Depending on the situation, the display shows:

- **digits,** e.g. dialled numbers,
- **text,** e.g. the current base (system),
- **symbols,** e.g. ringing or battery symbol
- and the **current functions** of the two display keys in the last line.

Display when the handset is on or in message status (example)



Receive intensity

Charge status (66 %)

Display of handset name

Current functions of the display keys:
Network prefix, message[1], INT key, number redial

Display keys:
- varying functions specific to the display
- press left or right side of the key, depending on the function

Display when a call is in progress (example[1])

Name in the system

Call number

Display key functions:
scroll back & forth,
open service menu,
confirm selected functions

1 As of Version 3.0

Display

Keys

The two display keys are located directly under the display. The current functions of the display keys are **status-dependent** and are displayed in the lower display line. Each display key can be used to display **one** or **two** functions. In the case of **two functions**, you must press **either** on the **left or the right side** of the corresponding display key.

Meaning of the displays keys:

Call up network prefix

Receive/retrieve message*

INT No function

Number redial

Select menu item or entry

Cancel process / back to next menu level up

OK Confirm function/entry

GO BACK Cancel function and go back

Open submenu

Move to the left or right with the cursor

Delete character

< > Scroll backward and forward/activate functions (only when a call is in progress)*

S Open service menu (only when a call is in progress)*

* As of Version 3.0

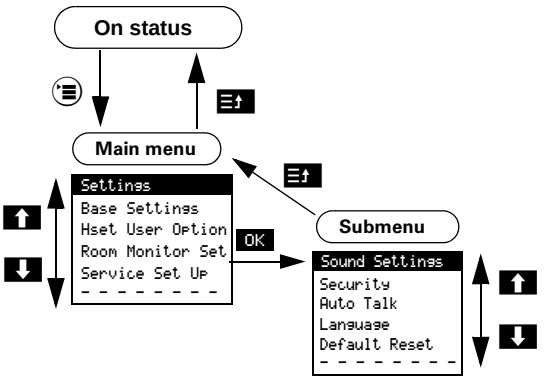
User guidance, selecting functions

The use of all telephone system features is simplified and accelerated by a system of **user-friendly prompts** based on **menus and messages on the display**.

For information on setting the language, see page 47.

The **range of functions** available changes **depending on the status** of the handset, e.g. if the telephone is switched on or in call status. With **status-dependent functions**, only functions that are relevant to the current situation are available.

Function selection using menus (handset functions)



	Menu key to open the main menu (handset function)
	Display key to: – jump back to next menu level up – cancel a function
	Display keys for scrolling forward/ backward within the individual menus.
OK	**Display key** for confirming the currently selected function.
	Display key for opening submenus.

On-hook key for ending calls or for cancelling functions and **returning immediately to "on" status.**

The **currently selected (highlighted)** function is displayed on a **dark background**.

A **dotted line** indicates the **end of the menu**. If you scroll further, the first function in the menu is selected again. When the **"line" is selected**, press the GO BACK display key to return to the higher-level menu or to the "on" status.

Selecting functions using codes (switching functions)

Most switching functions, e.g. Callback or Toggle, can be implemented using codes.
An overview of all available functions is given on page 68.

Logging handsets onto a telephone system

Your system administrator supplies you with handsets that have already been logged on when you are installing the system for the first time. You must log on any new handsets as described below if you extend the system.

This is only required when the handset **is put into service for the first time**.

Please call Siemens Service if you purchased the handset **directly** from Siemens. Otherwise, call your **retailer**.

You can enter the name and call number of your system administrator as well as the handset number here:

Your system administrator	
Tel. no. of system administrator	
Handset call number	

- Ask your system administrator to provide you with the following information:
  - handset call number
  - handset system PIN (8 digits)
- Ask your system administrator to activate the logon window.
- Take your handset and log it on to the system (see "Logging on for the first time" or "Logging on at other systems" on page 21).

Note:

The logon window is automatically closed if the handset is not logged on as described above within 10 minutes. In this case, you must repeat the procedure.

Logging handsets onto a telephone system

Logging on for the first time

This procedure must be performed if you have not yet used your handset and are logging it on to the system for the first time.

Note:

The logon window must be opened by the system administrator before you can proceed with the logon procedure (see page 20).

`Register?`	`Register?` is displayed on the **activated handset**. Enter the following in **the handset** within **one minute**:
YES	*An input prompt is displayed.*
`Enter base PIN:`	An input prompt is displayed.
e.g. 2ABC 4GHI 6MNO..	Enter the system PIN (8 digits).
OK	Confirm the entry with the display key.
`Base 1`	*If logon has been successful,* `Base 1` *is displayed*, *with intermediate display of the ring symbol* ⟨⟨⟨🔔⟩⟩⟩.

Logging on at other systems

This procedure must be performed if you want to log your handset on to other systems.

Note:

The logon window must be opened by the system administrator before you can proceed with the logon procedure (see page 20).

Enter the following in **the activated handset within one minute**:

☰	Press the menu key.
↓	
`Base settings`	Scroll to `Base settings`.

Logging handsets onto a telephone system

OK	Press the display key to confirm selection.
↓	
e.g. Base 2	Select `Base 2` for example.
☰+	Open the submenu.
↓	
Register	Scroll to `Register`.
OK	Press the display key to confirm selection.
Enter base PIN:	*This input prompt is displayed.*
e.g. 2ABC 4GHI 6MNO..	Enter the system PIN (8 digits).
OK	Confirm the entry with the display key.
Base 2	*If logon has been successful,* `Base 2` *is displayed, with intermediate display of the ring symbol* ⟨⟨⟨🔔⟩⟩⟩.

Note:

- **Base/system:** cordless EM handsets are not logged onto bases (base stations), but rather onto the Hicom 150 E / Hicom 150 H telephone system. In this case, `Base` on the display always refers to **DECT*** system.
- If logon was not successful, the ring symbol is **not** displayed during logon.

* DECT = **D**igital **E**nhanced **C**ordless **T**elecommunications

Conducting calls

This **display when the telephone is "on"** is a prerequisite and the initial status for all telephone functions (see also "Radio range" page 9).
`Base 2`, `3`, `4` or a different name can be displayed, depending on the current base (see page 50).

Note:

- The **on-hook key** can **be used to cancel all functions**.
- You can **end the call** by **replacing the handset in the charging shell**.

Internal dialling

	Press the talk key.
	Dial the internal number when `Please dial` is displayed.
Call	Conduct the call. *The name and the number of the user is displayed.*
	Press the on-hook key **or** place the handset in the charging shell.

Note:

The dialled number is automatically stored for number redial (see page 26).

External dialling

Press the talk key.

External code
e.g. 0

Enter the "external code", e.g. **"0",** when Please dial is displayed.

Dial the external number.

Call

Conduct the call.

Ending a call

Press the on-hook key **or** place the handset in the charging shell.
The call charges are displayed, depending on the system setting.

Note:

The dialled number is automatically stored for number redial (see page 26).

Block dialling for internal/external dialling

Block dialling means that you enter the number first (up to 32 digits), if necessary correct it and then press the talk key to dial.

Enter the internal number **or** the "external code", e.g. **"**0**"** and the external number.
The entered digits are displayed "in large format".
Correct entries as necessary with the ◄ ► and ↵ display keys.

Press the talk key (within 60 seconds).
The entered number is dialled.

Ending a call

Press the on-hook key **or** place the handset in the charging shell.

Conducting calls

Note:

- The size of the digits is reduced for longer numbers.
- The dialled number is automatically stored for number redial (see page 26).

Answering calls

The handset's **ringer tone** is audible. The number and the name of the caller appear on your display, depending on the user (internal/external).

- The handset **is in the charging shell**:

Simply remove the handset from the charging shell.
(Only if Auto Talk is activated, see page 46)

or

- The handset **is not in the charging shell:**

Press the talk key.

Ending a call

Press the on-hook key **or** place the handset in the charging shell.

Number redial

Number redial – last five numbers

You have dialled a **number,** but the other party is busy or does not answer: press the **on-hook key**. The last **five numbers** dialled (up to 32 digits) are always **stored automatically**.

If you dialled a number from the telephone directory, then the name is displayed when you use the redial function.

Manual number redial

→→	Press the display key. *The first 3 redial numbers/names are shown.*
↓	If necessary, press the display keys to scroll to the required number/name.
	Press the talk key. *The selected number/name is dialled.*

Copying a number to the local telephone directory

→→	Press the display key.
↓	Scroll to the desired number.
≥☰+	Open the submenu using the display key.
↓	
Copy to Dir.	Scroll to `Copy to Dir.`
OK	Confirm the selection.
Names	Enter names (max. 16 characters). (see page 29)
≥☰+	Press the display key.
Save Entry	
OK	Confirm `Save Entry`
Entry saved	`Entry saved` *is displayed for approx. 2 seconds.*

Number redial

Editing an entry

Press the display key.

Scroll to the desired number/name.

Open the submenu using the display key.

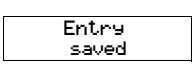
Scroll to `Edit Entry`

Confirm the selection.

Edit the entry.

Press the display key.

Confirm `Save Entry`



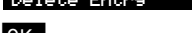
`Entry saved`
is displayed for approx. 2 seconds.

Deleting an entry

Press the display key.

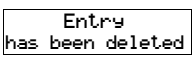
Scroll to the desired number/name.

Press the display key.



Scroll to `Delete Entry`

Confirm the selection.



`Entry has been deleted`
is displayed for approx. 2 seconds.

Number redial

Displaying an entry

All the digits of a number (to a max. of 32) are displayed.

→→	Press the display key.
↓	Scroll to the desired number/ name.
☰+	Press the display key.
↓	
Display Entry	Scroll to Display Entry
OK	Confirm the selection.
GO BACK	Press the display key to return to the redial function.

Entering text

You can enter names or text for specific functions (local telephone directory, short cuts, messages) via the digit keys.

Overview – key layout

The following table shows the assignment of all letters, digits and characters to the keys:

Key	Press x 1	Press x 2	Press x 3	Press x 4	Press x 5	Press x 6	Press x 7	Press x 8	Press x 9
1	1								
2 ABC	a	b	c	2	ä	à	â	ã	ç
3 DEF	d	e	f	3	ë	é	è	ê	
4 GHI	g	h	I	4	ï	î			
5 JKL	j	k	l	5					
6 MNO	m	n	o	6	ö	ñ	ó	ô	õ
7 PQRS	p	Q	r	s	7	ß			
8 TUV	t	u	v	8	ü	ú	ù	û	
9 WXYZ	w	x	y	z	9	ý	æ	ø	å
0 ␣ -	␣*)	.	–	0	,	+	:	?	!
* a↑A	a → A	*	/	(	)	=	&	@	
# ↵0	#	£	$						

* Blank is inserted

Entering letters/characters and digits

- **Entering letters**

  Press the key the appropriate number of times in quick succession depending on the **position** of the letter on the key – **1st, 2nd, 3rd or 4th position** – or hold the key down.

  The **first letter** of a name is **automatically written in upper case letters**. This is followed by lower case letters.

  Press the * a↑A key to switch from **lower case to upper case for a particular character.**

Entering text

- **Entering digits**

  Press the appropriate digit key **4** or **5 times** in quick succession depending on the number of letters on the digit key.

- **Entering special characters**

  In accordance with the "Overview – key layout" (see page 29), press the key the appropriate number of times (up to 9 times) to enter the special characters.

- **Entering text with character preview**

  As soon as you press a key, all letters, digits and special characters assigned to this key are displayed in the **lower display line**.

  Press the key or hold it down until the cursor reaches the required character (letter, digit, special character) in the display line. This character is transferred to the 1st line.

- **Correcting/deleting entries**

  The cursor is moved from character to character with the ▶ or ◀ display keys and from line to line with the ▲ or ▼ display keys.

  A character is always **inserted** to the left of the cursor.

  The character to the left of the cursor is **deleted**. The delete function is executed with the ← display key.

Local telephone directory

Your handset has a telephone directory for storing up to 100 numbers.
The stored numbers can be simply dialled, modified or deleted at any time.

Note:

In addition to the local telephone directory, you can also save entries in the system telephone directory, see page 60.

Numbers from the number redial memory can also be transferred to the telephone directory (see page 26).

Overview – telephone directory menu

Menu	Explanation/notes
New Entry	see "Storing numbers", page 32
Use Number	see page 35
Dial Number	see page 35
Edit Entry	see page 35
Delete Entry	see page 35
Display Entry	see page 36
Copy Entry	not relevant for cordless EM
Delete List	see page 36
Copy List	not relevant for cordless EM
Available Memory	see page 36

Local telephone directory

Storing numbers (directory/network prefix menu)

The **telephone directory** (📖) enables convenient dialling of approximately 100 call numbers.

You can store the **prefix numbers** of other locations using the **network prefix** function.

(📖) or	Press the telephone directory key or display key for the network prefix menu. (The operation of the telephone directory and the network prefix function is identical up to this point.)
	Press the display key.
New Entry	Scroll to New Entry
OK	Confirm the selection.
Name	Enter name (only 1st line, max. 16 characters). Enter letters/characters and digits and correct if necessary (see page 29).
	Jump to the next line.
Tel. number	Enter the associated telephone number (2nd and 3rd line, max. 32 digits). Enter the "external code", e.g. "**0**" in front of external numbers.
	Press the display key.
Save Entry	
OK	Confirm Save Entry

Entering a dial pause:

When entering the telephone number you can also insert a dial pause, e.g. after the international prefix.

Press the display key.

P Insert Pause — Scroll to P Insert Pause.

OK — Confirm the selection - *a "P" is inserted in the telephone number.*

Enter the rest of the telephone number and save the entry (see above).

Note:

Telephone directory entries are automatically sorted in alphabetical order. "Names" that begin with "*" or "#" precede entries starting with "A".

Local telephone directory

Dialling a number from the directory/network prefix menu

Prerequisite: number is stored and **handset is "on" or idle** – no connection is set up.

(📖) or [display key]	Press the telephone directory key or the display key for the network prefix menu. *The first names (alphabetical order) in the telephone directory are displayed. The name in the first line is selected (dimmed).*
[↓]	Scroll to the desired name.
	or
e.g. (6 MNO)	Enter the initial letters (see page 29).
(✆)	Press the talk key. *The relevant number is displayed and dialled.*

Other telephone directory functions

All menus/functions of the telephone directory or network prefix menu are called in the same way:

(📖) or [display key]	Press the telephone directory key or display key for the network prefix menu.
[↓]	Scroll to the desired number.
[display key]	Press the display key.
[↓]	Scroll to the **desired function**.

The remaining functions of the telephone directory are described below.

Use Number:

Use Number	
OK	Confirm the selection.
e.g. 12345678	*selected number, e.g.* 12345678, *is displayed.*
e.g. 9WXYZ 1 0⌣-	Extend number, for example with 910**.**
≥☰+	Press the display key.
Dial Number	Dial Number is displayed.
OK	Confirm the selection. *The extended number is dialled.*

Dial Number:

Dial Number	
OK	Confirm the selection. *The number is dialled.*

New Entry:

Enter the new name and new telephone number, see "Storing numbers" page 32.

Edit Entry:

Edit Entry	
OK	Confirm the selection.
e.g. MOORE	Name flashes.
◄ ► ↵	Change the **name**, for example.
▼	Switch to **number** and edit.
≥☰+	Press the display key.
Save Entry	
OK	Confirm Save Entry

Delete Entry:

Delete Entry	
OK	Confirm the selection.

Local telephone directory

Display Entry:

Display Entry	
OK	Confirm the selection.
GO BACK	To jump to the higher-level menu.

Delete List:

You can also delete all of the entries in the **entire telephone directory** in one go, e.g. if you are lending the handset to another user. This function is also protected by the handset PIN (max. 8 digits).

Delete List	
OK	Confirm the selection.
e.g. 1 2ABC 3DEF..	Enter the handset PIN*.
OK	Confirm the entry.
Delete all entries?	To cancel: press the NO display key.
YES	Press the display key.
All entries deleted.	All entries deleted *is displayed for approx. 2 seconds.*

*The default PIN is "0000"

Available Memory:

The amount of available memory space can be displayed as a percentage.

Available Memory	
OK	Confirm the selection.
e.g.	
Memory: 85% available	e.g. Memory: 85% available *is displayed for approx. 2 seconds.*

Network prefix support

Linking the prefix and call number

Call up the network prefix menu

Scroll to the desired prefix.

Open the submenu.

OK

Confirm `Use Number`.
The prefix number is displayed.

e.g.

Enter the telephone number of the user **or** open the telephone directory and select the number.

Start the dialling procedure.
The prefix number and telephone number are dialled.

Speed dialling other locations

Speed dialling other locations allows you to rapidly access their prefix numbers:

- You can store 10 speed dialling prefix numbers (**0-9**) in the case of the network prefix list. Enter a **speed dialling number (0-9**) **in front of the** network prefix name, e.g. "**1** network prefix name".
- The stored prefix number is displayed by holding down the relevant digit key (**0-9**).

Prerequisite: the speed dialling number is stored.

e.g. 1

Hold down the relevant digit key.
*The prefix number stored under "**1** network prefix name", for example, is displayed.*

e.g.

Enter the telephone number of the user **or** open the telephone directory and select the number.

Start the dialling procedure.
The prefix number and telephone number are dialled.

Main menu–overview

Main menu	Explanation/notes
Settings	see page 39
Base settings	see page 49
Hset User Option	see page 51
Room Monitor Set	not relevant for cordless EM
Service Set Up	not relevant for cordless EM

Open the main menu with the menu key. You can scroll this menu using ↓ or ↑ and select a menu entry with OK.

Settings – overview

Setting	Explanation/notes	Level	Factory setting
Sound Settings	Ringer volume	5	5
	Ringer melody	10	1
	Beep	-	Off
	Handset volume	3	1
	Key beeps, audible each time a key is pressed.	-	On
	Battery low beep, audible approx. 5 minutes before the battery runs out	-	On
	Confirmation beeps indicate whether functions have been successful (confirmation beep) or unsuccessful (error tone)	-	On
Security	Change the handset PIN	-	-
	Disable some handset functions	-	-
	Enter DSS number	-	-
	Activate DSS	-	-
Auto Talk	You can define whether the talk key must be pressed when the handset is removed from the charging shell to accept a call	-	On
Language	Different languages can be selected for the display.	7	English
Default Reset	The resetting of the handset to the initialization state (defaults) is protected by the handset PIN. Resetting the handset deletes the redial numbers. The registration (logon) and the mobile PIN are retained.	-	-

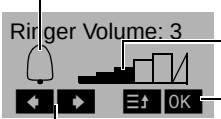
Sound settings

The following sound settings are all set using the same principle:

- ringer volume (see note page 41)
- ringer melody (see note on page 41)
- handset volume

The "ringer volume" function is used by way of example here to describe setting procedures:

(menu)	Press the menu key.
Settings	Settings *is displayed.*
OK	Confirm the selection.
↓	
Sound Settings	Scroll to Sound Settings.
OK	Confirm the selection.
↓	
Ringer Volume	Scroll to Ringer Volume.
OK	Confirm the selection. *The ringer volume audible is specific to the current setting* (see the display).



Symbol for ringer

Dark bars indicate the current setting – level 3 in this case

Confirm current setting (save)

Change the setting

(menu) ◀ ▶	Press the display keys to set the required volume. You select **five ringer volumes**, the **crescendo ring** (= c) and **no ringer tone** (= 0).
OK	Confirm the setting.
⇇	Use the display key to jump to the next menu level up.

Sound settings

Note:

- The symbol 🔕 appears in the first display line if you deactivated the ringer (level 0).
- A call pickup is signalled by a short ringer tone if the handset is part of a call pickup group. Ringer tones 1-5 are, therefore, recommended in a call pickup group.

Activating/deactivating sound settings

The following sound settings are all activated and deactivated using the same principle:

- Beep (see note on page 42)
- key beeps
- batt. low beep
- confirmation beep

The "key beeps" function is used by way of example here to describe setting procedures:

☰	Press the menu key.
Settings	Settings *is displayed.*
OK	Confirm the selection.
↓	
Sound Settings	Scroll to Sound Settings.
OK	Confirm the selection.
↓	
Key Beeps	Scroll to Key Beeps.
OK	Confirm the selection. *The activated function is indicated by a check mark ✓ symbol.*
☰↑	Use the display key to jump to the next menu level up.

To deactivate the function, proceed in the same way as described for activating it.

The check mark disappears again once the key beeps function is confirmed with the OK display key.

Sound settings

Note:

- If "Beep" is activated, the symbol 🔔 appears in the first display line in "on" or message status.
- As soon as you activate "Beep", ringer tone deactivation is removed (symbol 🔕 in the first display line).

Activating/deactivating the ringer

The ringer can be deactivated at the push of a button in "on", message and call status.

Deactivating the ringer:

(✱ a•A) Press the key **and hold it down** until the symbol 🔕 appears in the first display line.

Activating the ringer:

(✱ a•A) Press the key **and hold it down** until the symbol 🔕 disappears.

Note:

- The deactivated ringer is automatically activated as soon as you open the "Ringer Volume" menu.
- The ringer volume cannot be activated with the (✱ a•A) key if it was deactivated via the "Ringer Volume" menu (level 0, see page 40).
- The ringer volume cannot be deactivated with the (✱ a•A) key if "Short ringer" is activated (symbol 🔔 in the first display line).

Changing the handset PIN

You can use this function to change your handset PIN. The **default** PIN is "**0000**".

This PIN is required for the following functions:

- All functions in the "Security" menu
- Logging on the handset
- Deleting the telephone directory
- Resetting the handset to the default state

Important:

- If you forget your **handset PIN**, a **service engineer** will have to access the device. Forgetting a PIN is just as serious as losing a key. In this case, please consult your system administrator!
- If an **incorrect handset PIN** is entered, `Incorrect PIN` is displayed.
- The functions can be cancelled/terminated with the **menu key** before settings are saved/deleted.

	Press the menu key.
`Settings`	`Settings` *is displayed.*
OK	Confirm the selection.
`Security`	Scroll to `Security`
OK	Confirm the selection.
`Enter PIN:`	*An input prompt is displayed.*
e.g. 1 2ABC 3DEF..	Enter the handset PIN (max. 8 digits).
OK	Confirm the entry.
`Change PIN`	Select `Change PIN`.
OK	Confirm the selection.
e.g. 7PQRS 8TUV 9WXYZ.. e.g. 7PQRS 8TUV 9WXYZ..	**Enter the new handset PIN** (maximum eight digits) **twice**.
`New PIN stored!`	`New PIN stored!` *is displayed.*

Activating/deactivating the handset lock

The following are blocked when the handset is **locked**:

- Dialling internal and external telephone numbers manually
- Manual block dialling
- Function menu call up (without "Cancel handset lock").

Important:

Incoming calls are signalled and can be answered or, for example, forwarded as required.

Activating the handset lock

(☰)	Press the menu key.
Settings	`Settings` *is displayed.*
OK	Confirm the selection.
↓	
Security	Scroll to `Security`
OK	Confirm the selection.
Enter PIN:	*An input prompt is displayed.*
e.g. 1 2ABC 3DEF..	Enter the handset PIN* (max. 8 digits).
OK	Confirm the entry.
↓	
Handset Lock	Scroll to `Handset Lock.`
OK	Confirm the selection. *The activated function is indicated by a check mark ✓ symbol.*
⇇	Use the display key to jump to the next menu level up.
Handset locked	*The locked display appears.* Multiple functions (see above) are locked.

* The default PIN is "0000"

Deactivating the handset lock

	Press the menu key.
Enter PIN:	*An input prompt is displayed.*
e.g. 1 2ABC 3DEF..	Handset PIN* (max. 8 digits).
OK	Confirm the entry.
Handset Lock	Handset Lock *is displayed without a check mark.* The handset lock is cancelled.
	Use the display key to jump to the next menu level up.

* The default PIN is "0000"

Auto talk

You only have to remove the handset from the charging shell to accept a call if this function is activated.

	Press the menu key.
Settings	Settings *is displayed.*
OK	Confirm the selection.
Auto Talk	Scroll to Auto Talk.
OK	Confirm the selection. *The activated function is indicated by a check mark ✓ symbol.*
	Use the display key to jump to the next menu level up.

Proceed in the same way as described above to **deactivate** the function.

The check mark disappears again once the Auto Talk function is confirmed with OK .

Language

Factory setting: the default language is English.

	Press the menu key.
Settings	Settings *is displayed.*
OK	Confirm the selection.
Language	Scroll to Language.
OK	Confirm the selection.
e.g. Deutsch	Scroll to the required language, for example, Deutsch.
OK	Confirm the selection. *The selected language is indicated by a check mark ✓ symbol.*
	Use the display key to jump to the next menu level up.

The following overview will help you to set the desired language as described above when the unit is delivered or after the language is changed inadvertently:

Possible language settings

IM 1	IM 2
German	English
English	Czech
French	Finnish
Italian	Norwegian
Spanish	Swedish
Portuguese	Danish
Dutch	Turkish

Note:

The language you set only applies to the handset display texts stored in the handset. The language used in the system texts, for example, when a call is in progress, depends on the telephone system settings.

Resetting the handset to the default state

You can use this function to reset your handset to the defined default state, e.g. if you are handing over your handset to another user.

Note:

Resetting the handset to the default state deletes the **redial numbers**.

The **handset PIN** and **system registration** (logon) are, however, **not deleted**.

	Press the menu key.
Settings	`Settings` *is displayed.*
OK	Confirm the selection.
Default Reset	Scroll to `Default Reset`.
OK	Confirm the selection.
e.g. 1 2 ABC 3 DEF ..	Enter the handset PIN* (max. 8 digits).
OK	Confirm the entry.

*The default PIN is "0000"

Settings after the handset has been reset:

Telephone directory:	Retained
Short cuts:	Retained
Number redial:	Deleted
Handset PIN:	As per last save
System registration:	Retained
Language	English
Auto Talk:	On
Audio settings:	see page 39

Selecting the base

If your handset is logged onto more than one base (systems[1]), you can set it to **a particular base or "best base"** for automatic base changeover.

Press the menu key.

Base settings — Scroll to Base settings.

OK — Confirm the selection.

Base 3 — Scroll to the required base, for example, Base 3.

Press the display key.

Select — Scroll to Select.

OK — Confirm the selection.
The activated base is indicated by a check mark ✓ symbol.

Use the display key to jump to the next menu level up.

Note:

- If you set Best Base, the handset is always automatically connected to the base with the best reception.
- If you are located between two systems, for example, and the handset switches continuously, you should set it to a particular system.
- The "ISDN Config" function should always be activated as a basic setting.

1See also note on page 22

Changing the base name

You can change the name of the handset, e.g. Base 1[1] to an individual name, e.g. Internal 3. "3" is the internal number of the handset.

	Press the menu key.
Base settings	Scroll to Base settings.
OK	Confirm the selection.
Base 3	Scroll to the required base, for example, Base 3.
	Press the display key.
Change Base Name	Scroll to Change Base Name.
OK	Confirm the selection.
Name	Enter the required base names (see "Entering text" page 29).
	Press the display key.
Save Entry	Scroll to Save Entry
OK	Confirm the selection.

1Name set by factory

Short Cuts

Short cuts make it easier to perform "longer" operating sequences, e.g. "automatic callback" or other code functions.

Store a function (operating sequence) under a name of your choice. The name of the function is included in the list of short cuts. You can execute the function quickly by confirming the name - see "Starting a shortcut", page 53.

Short cut submenu

The following functions are available:

`Start Short Cut`

`New Entry`

`Edit Entry`

`Delete Entry`

`Display Entry`

`Copy Entry` (not a function)

`Delete List`

`Copy List` (not a function)

`Available Memory`

Saving a short cut – new entry

When saving a short cut, an area is available for "name" and "short cut contents". First assign a name to this short cut.

Enter text (see page 29).

Example: Automatic callback

	Press the menu key.
Hset User Option	Scroll to Hset User Option.
OK	Confirm the selection.
	Press the display key.
New Entry	Scroll to New Entry .
OK	Confirm the selection.
Name	Enter names (max. 16 characters), e.g. "Do not disturb".
	Switch to entering the short cut contents.
	Press the recall key.
	Enter the code "*97".
	Press the display key.
Save Entry	Scroll to Save Entry
OK	Confirm the selection. *The entry is stored in the short cut list.*
	Use the display key to jump to the next menu level up.

Short Cuts

Start Short Cut

The start procedure is specific to the handset status:

Starting from the "on" status

	Press the menu key.
Hset User Option	Scroll to Hset User Option.
OK	Confirm the selection. *The first names (alphabetical order) in the list of short cuts are displayed.*
	Scroll to the desired name.
	Press the display key.
Start	
OK	Confirm Start. *The active status is indicated in the display until the short cut has been completed.*

Starting during connection set-up or during a call

Important:

As of **Version 3.0**, short cuts are activated via a modified user interface (see "User interface" page 54) during a call.

Call up the short cut list with the display key. Continue as described for the "**on**" status of the handset.

Note:

- The **other short cut functions** "Delete Entry", "Edit Entry", "Display Entry", "Delete List" (deletes all short cuts) and "Available Memory" are all executed in the same way as described for the telephone directory (see page 34).
- A **shared memory** with up to 100 entries is available for **telephone directory entries and short cut entries**.
- P Insert Pause **cannot be used** when saving short cuts.

Switching functions as of Version 3.0

Switching functions are special features that are mainly used in connection or call status. The range of functions that you can use depends on the your telephone's individual COS and the configuration of your system.

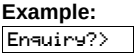
User interface

The user interface (UI) of the convenience handset provides access to the required switching functions by means of self-explanatory displays. The user guidance consist of an **interactive menu with text and symbols on the display**[1]. This menu activates as soon as you press the talk key (e.g. display: "Please dial:").

The displays are **context-specific**. The menu only includes features/functions that are relevant to the current situation.

The text is entered in the 2nd line and flows over into the 3rd line (automatic word wrap). **Functions** and **text messages** are displayed here. Special characters in the text lines support user guidance:

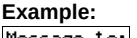
Example:



- If the character ">" appears to the right of the text, then other functions/options are available. You can scroll further with the display keys **<** and **>**.
- If a function is followed by a question mark, then this function can be confirmed or activated by pressing the display key **OK**.

  As in this example, both characters mostly appear next to the text. The interactive menu allows you to decide whether to scroll further or execute the function.

Example:



- A colon following the text indicates that input is mandatory.
- Inputs (e.g. message text, call number) are then to be confirmed by pressing the display key **OK**.

1 As of Version 3.0

Switching functions as of Version 3.0

The 4th line contains the **display key symbols** (see also "Display when the handset is on or in message status (example)" page 16). These symbols are used to call up and activate functions. The symbols have the following meaning:

< > Scroll (back and forth) to the desired and currently available function. The existing situation (e.g. call status, conference) is **not** modified.

OK Confirm, execute or initiate the function displayed. The function can only be activated by pressing this key.

S Opens the service menu with additional functions. Navigation in the service menu corresponds to user prompts in the dialog menu. In addition, the functions can be called up by entering codes (see page 68).

The next few pages contain examples of how to execute certain functions via the dialog menu.[1] All switching functions are then listed in a table.

1 If activated (consult your system administrator if necessary)

Callback

Dial a number. If a dialled **internal user** is busy or if your call is not answered, you can program a callback request.

Storing a callback request:

busy internal 3024	*The following appears on the busy user's display:* busy internal, *followed by the user's call number, e.g.* 3024.
>	
Callback?>	Scroll to Callback?>.
OK	Confirm the selection.
Callback set	*Display:* Callback set.
	Press the on-hook key **or** place the handset in the charging shell.

Note:

- The **system calls you back** when the user is free.
- Up to **5 callback requests can be programmed**.

Deleting callback:

Press the talk key.

>

View callbacks?>

Scroll to View callbacks?>.

OK

Confirm the selection.

Callback:Name

Display: Callback:Name.

OK

Confirm the selection.

Delete?>

Display: Delete?>.

OK

Confirm the selection.

either

List is empty

Display: List is empty (if no callback requests were programmed).

Press the on-hook key **or** place the handset in the charging shell.

or

Callback deleted

Display: Callback deleted (if another callback request is programmed).

>

Display next?>

Scroll to Display next?> if you want.

OK

Confirm the selection.

Callback:Name

Display: Callback:Name.

OK

Confirm the selection.

Delete?>

Display: Delete?>.

OK

Confirm the selection.

List is empty

Display: List is empty

Press the on-hook key **or** place the handset in the charging shell.

Missed calls list

You can display calls that you were unable to answer in the missed calls list. If you want, you can call back the users.

Checking the missed calls list:

	Press the talk key.
>	
Missed Call List?>	Scroll to Missed Call List?>.
OK	Confirm the selection.
e.g. Moore or 12345	The name or the call number appears on the display.
>	Press the display key.
Next?>	Only if there are multiple entries in the missed calls list: *display:* Next?>.
OK	Confirm the setting.
>	Press the display key.
Time/date sent?>	Display: Time/date sent?>. Check when the call was received.
OK	Confirm the setting.
e.g. at: 15:17 today	*Display, e.g.:* at: 15:17 today (the date of another day can be specified instead of today , e.g.: at: 17:25 06.02.)
OK	Confirm the setting.
from?>	Display: from?>. Check who called.
OK	Confirm the setting.
e.g. Moore	The name of the caller appears on the display.
>	
Display number?>	Scroll to Display number?>.

OK — Confirm the selection.

e.g. 12345 — The call number appears on the display.

>

Call?> — Scroll to Call?>.

OK — Confirm the selection.
The call number is dialled.

Deleting the missed calls list:

— Press the talk key.

>

Missed Call List?> — Scroll to Missed Call List?>.

OK — Confirm the selection.

e.g. Moore or 12345 — The name or the call number appears on the display.

>

Delete?> — Scroll to Delete?>.

OK — Confirm the selection.

either List is empty — *Display:* List is empty (if no other call is stored).

or — Additional names or call numbers appear on the display.
e.g. Miller or 67890 — You can delete these if you want.

Switching functions as of Version 3.0

System telephone directory

Entries that you saved in the system telephone directory can be called up by any person connected to the system.

Note:

In addition to the system telephone directory, you can also save entries in the local telephone directory (see page 31).

	Press the talk key.
>	
Phonebook?>	Scroll to Phonebook?>.
OK	Confirm the selection.
e.g. 54321 Anthony	The call number and name of the first entry appear on the display.
either e.g. 3 DEF	Enter the first letter of the desired name via the keypad, e.g. D. *The first entry under D appears on the display.*
or **OK**	Confirm the selection.
Scroll next?>	*Display:* Scroll next?>.
OK	Confirm the setting.
e.g. 09876 Brenda	The call number and name of the second entry appear on the display. To scroll further, repeat the procedure until the required entry appears.
>	
Call?>	Scroll to Call?>.
OK	Confirm the selection. *The call number is dialled.*

Switching functions as of Version 3.0

Call forwarding

You can use the "Call forwarding" function to forward incoming calls to another telephone.

Saving call forwarding:

(✆)	Press the talk key.
>	
Divert set?>	Scroll to Divert set?>.
OK	Confirm the selection.
Call forwarding:	*Display:* Call forwarding:
>	
either	
1=all calls?>	Scroll to 1=all calls?>.
(1)	Enter 1 via the keypad.
or	
2=external calls only?>	Scroll to 2=external calls only?>.
(2 ABC)	Enter 2 via the keypad.
or	
3=internal calls only?>	Scroll to 3=internal calls only?>.
(3 DEF)	Enter 3 via the keypad.
all to:	*Display:* all to:
e.g. (3 DEF) (4 GHI) (5 JKL)..	Enter the number.
OK	Confirm the entry.
Save entry?>	*Display:* Save entry?>.
OK	Confirm the setting.
Saved.	*Display:* Saved.
(⏻)	Press the on-hook key **or** place the handset in the charging shell.

Deleting call forwarding:

Press the talk key.

e.g. `all to: 34567`

The call forwarding number appears on the display.

>

`Forwarding off?>`

Scroll to `Forwarding off?>`.

OK

Confirm the selection.

`Forwarding off`

This display appears first:
`Forwarding off`.

`Please replace handset.`

Then this display appears:
`Please replace handset`.

Press the on-hook key **or** place the handset in the charging shell.

Consultation during a call

You are conducting an internal or external call and would like to obtain some information from a second internal or external user:

Option 1:

>	
Enquiry?>	Scroll to Enquiry?>.
OK	Confirm the selection.
Please dial:	*Display:* Please dial:
	Dial the call number. *You are now connected to the 2nd user.*

Option 2:

(R)	Press the recall key and **immediately** dial the number of the user. *You are now connected to the 2nd user.*

Ending a consultation:

Option 1:

>	Press the display key.
Quit and return?>	*Display:* Quit and return?>.
OK	Confirm the question. *You are now connected once again to the 1st user.*

Option 2:

(R)	Press the recall key. *You are now connected once again to the 1st user.*

Transferring a call

You answered an external call and would like to forward it to another user:

Option 1:

>	
Enquiry?>	Scroll to Enquiry?>.
OK	Confirm the selection.
Please dial:	*Display:* Please dial:
	Dial the call number.
	Wait for the user to answer, then press the on-hook key to transfer the call or press the on-hook key immediately.

Option 2:

R	Press the recall key and **immediately** dial the user's number.
	Wait for the user to answer, then press the on-hook key or scroll to "Transfer" to transfer the call or press the on-hook key immediately.

Cancelling call transfer

Option 1:

>	Press the display key.
Quit and return?>	*Display:* Quit and return?>.
OK	Confirm the question.

Option 2:

R	Press the recall key.

Note:

If the forwarded call was not answered, the system performs an automatic recall after a timeout.

Switching functions as of Version 3.0

Toggle – Switching between two users

You can toggle between the two users during a consultation call (see page 63).

Option 1:

>	
Toggle?>	Scroll to Toggle?>.
OK	Confirm the selection. *You are now once again connected to the 1st user.*
>	
Toggle?>	Scroll to Toggle?>.
OK	Confirm the selection. *You are once again connected to the 2nd user.*

You can toggle back and forth between the users as often as you like in this way.

Option 2:

(*) (2 ABC)*	Enter the code. You can toggle between the users as often as you like by entering the code (*) (2 ABC) again.

* Default code, may be modified in the system.

Note:

Pressing the on-hook key cancels the toggle function. The two remaining users are now connected to each other.

Conference

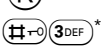
This function allows you to set up a telephone conference **with up to five users**.

You are conducting a call and wish to set up a telephone conference with an additional user:

Option 1:

>	
Enquiry?>	Scroll to Enquiry?>.
OK	Confirm the selection.
Please dial:	*Display:* Please dial:
	Dial the call number. *You are now connected to the 2nd user.*
>	
Conference?>	Scroll to Conference?>.
OK	Confirm the selection.
Conference: 3 parties.	*Display:* Conference: 3 parties. *You are now in a conference with 3 parties.*
	You can now add on additional users (max. 5) by repeating the procedure.

Option 2:

	Press the recall key and **immediately** dial the user's number.
	Press the recall key.
 *	Enter the code for "Conference". *The current number of users is displayed, e.g. "3"; all three users are now connected.*
	You can now add on additional users (max. 5) by repeating the procedure.

* Default code, may be modified in the system.

End conference:

Option 1:

>	Press the display key.
Quit and return?>	*Display:* Quit and return?>.
OK	Confirm the selection. *The conference is ended.*

Option 2:

#r0 3DEF *	Enter the code. *The conference is ended.*

* Default code, may be modified in the system.

Switching functions – overview

You can execute the following functions **interactively as of Version 3.0** and/or **via the service menu**. In addition, the functions can be activated by **entering codes**.

Only standard codes can be used for **Version 2.2** (execution, see "Short Cuts" page 51).

The codes in your system may differ from the standard codes listed here: consult your system administrator as necessary.

The **confirmation beep** indicates a **successfully completed function.**[1] The error tone is audible in the event of a malfunction.

Functions	**Ininteractive* mode** < > OK	**In the service menu**** s < > OK	**Standard code** s**
Accept call waiting Answer call from a (second) waiting party (second call).	✓	✓	✶55
Call waiting			
without tone	✓	✓	✶87
with tone	✓	✓	#87
Auto. call waiting			
on		✓	✶490
off		✓	#490
Missed calls list (see also page 58)	✓	✓	#82
Save call number	✓	✓	✶82
Do not disturb			
on	✓	✓	✶97
off Prevent incoming calls.	✓	✓	#97
Call forwarding			
on	✓	✓	✶1
off	✓	✓	#1
all calls	✓	✓	✶11
external calls only	✓	✓	✶12
internal calls only Forwarding calls to another telephone (see also page 61).	✓	✓	✶13

1Activated by default

Switching functions – overview

Functions	Ininter-active* mode < > OK	In the service menu** S < > OK	Standard code S**
Call distribution (ACD)			
register (start of work period)		✓	✶401
de-register(end of work period)		✓	#401
available		✓	✶402
unavailable		✓	#402
wrap-up on		✓	✶403
wrap-up off		✓	#403
night service on		✓	✶404
night service off		✓	#404
Distribute calls in a team.			
Advisory message			
on	✓	✓	✶69
off	✓	✓	#69
Associated service Activate or deactivate functions for other telephones.		✓	✶83
Associated dialling Set up connections for other telephones.		✓	✶67
Override Override a busy connection and speak.	✓	✓	✶62
Reset services for own base Reset activated functions.		✓	#0
Voice calling Communication with telephone partner via partner's loudspeaker in the telephone.		✓	✶80
Phone test		✓	✶940
Flex call		✓	✶508
Trace call Identify an external caller via the network provider. The feature must be requested separately from Telecom.		✓	✶84
Send/delete message text	✓	✓	✶68
Display/delete message text	✓	✓	#68
Messages sent	✓	✓	#68
(see also page 74).			

Switching functions – overview

Functions	Ininter-active* mode < > OK	In the service menu** S < > OK	Standard code S**
Conference (up to 5 users) **start** **extend**** **end** Add additional telephone partner to call (see also page 66). **Show user list** **Clear down conference user**** (USA only)	 ✓ ✓ ✓ ✓ ✓	 ✓ ✓ ✓	 ✶3 #3 ✶491
Call charge display		✓	✶65
Speed dialling numbers **dialling** **changing** Dialling centrally stored speed dialling destinations.		 ✓ ✓	 ✶7 ✶92
Trunk **transferring**** **enabling**	 ✓	 ✓	 ✶43
Toggle Switch between two connections (see also page 65).	✓	✓	✶2
Open listening (USA only)		✓	✶944
Logging on the handset (not available in USA)		✓	✶942
DTMF dialling (tone dialling) Transmit DTMF signals.		✓	✶53
Night Service **on** **off** Diversion of all calls to a fixed destination.	 ✓ ✓	 ✓ ✓	 ✶44 #44
Park **Unpark** Hold call and resume at different telephones.		✓ ✓	✶56 #56
Page **search** **answer** Locate person using assigned pocket receivers.		 ✓ ✓	 ✶45 #45

Switching functions – overview

Functions	Ininteractive mode* < > OK	In the service menu** S < > OK	Standard code S**
Project code Assign toll connections to certain projects.		✓	✶60
Consultation** **terminate and go back**** **transfer/pick up**** **return to held call** (see also page 63)	✓ ✓ ✓ ✓	 ✓	 ✶0
Callback **store** **delete** Store an automatic callback request (see also page 56).	 ✓ ✓	 ✓ ✓	 ✶58 #58
Suppress phone number **on** **off** Your number/name is not displayed for external users (basic comfort telephone only).	 ✓ ✓	 ✓ ✓	 ✶86 #86
Assign phone number Assign other numbers to your own phone. These numbers then appear in the display of the called party's telephone. Prerequisite: trunk connection is multi-device connection (not available in USA).		✓	✶41
Answer group **on** **off** Signal calls from other telephones and answer calls on these telephones.	 ✓ ✓	 ✓ ✓	 ✶81 #81
Hunt group/group call **activate** **deactivate** Hunt group calls/group call are no longer signalled to the user who has left the hunt group. Hunt group (the telephones ring in succession). Group call (the telephones ring simultaneously).	 ✓ ✓	 ✓ ✓	 ✶85 #85

Switching functions – overview

Functions	Ininter-active* mode < > OK	In the service menu** S < > OK	Standard code S**
Actuate switch **on** **off** To switch on/off certain devices (e.g. relay).		✓ ✓	✶90 #90
Recall to network (Flash) To allow features to be used via analogue lines, a signal must be transmitted through the line before the number is dialled.		✓	✶51
Language selection		✓	✶48
System telephone directory** (see also page 60)	✓		
Telephone **lock** (system) **unlock** **change lock code** Protect against unauthorised use.	✓ ✓	✓ ✓ ✓	✶66 #66 ✶93
Timed reminder **enter** **delete** Enter a unique date for the next 24 hours.		✓ ✓	✶46 #46
Door opener via DTMF **Enable** **disable** Activate door opener feature by means of a code.		✓ ✓	✶89 #89
Door opener via adapter box Activate the door opener feature from the telephone.		✓	✶61
Initiate transfer**	✓		
Call pickup, directed Answer calls for another phone on your own phone.		✓	✶59
Call pickup, group **Call pickup**** Answer calls for telephones within a call pickup group on your own phone.	✓ ✓	✓	✶57

Switching functions – overview

Functions*	Ininteractive* mode < > OK	In the service menu** S < > OK	Standard code S**
External call forwarding (not available in USA)			
on	✓	✓	✶64
off	✓	✓	#64
Retrieve an external call from common hold Transfer a call on hold to the assigned line.		✓	✶63
Central code lock		✓	✶943

*If activated (consult your system administrator if necessary)

**As of Version 3.0

Message

You can send and receive messages with your handset. The messages are **short messages** that can be read on the display. You can

- send messages,
- display messages you received,
- delete sent messages,
- call up received messages and
- leave advisory messages

Note:

Messages can only be sent internally and only to other handsets or optiset E telephones with display.

The individual message functions are executed in the same way as switching functions via an interactive menu (see page 54). Examples of the "Send Message" and "Call up received messages" functions are provided on the following pages.

When transmitting messages, you can select **predefined messages** or enter **your own**[1] **texts**.

You telephone system offers the following predefined message texts[2] with the associated message numbers:

0 = Please callback	5 = FAX waiting
1 = Visitor waiting	6 = Dictation pls
2 = Appointment	7 = Please join me
3 = Urgent call	8 = Coffee please
4 = Do not disturb	9 = vacate office

Sending a message

	Press the talk key.
>	
Send Message?>	Scroll to Send Message?>.
OK	Confirm the selection.
Message to:	*Display:* Message to:

1 As of Version 3.0

2 Default texts may be modified in the system

Message

Dial the call number.
(The call number can also be entered via the telephone directory.)

e.g.

```
Msg. for 3024:
```

Display, e.g.:
`Msg. for 3024:`
(The associated name is displayed if the call number is entered in the system telephone directory, e.g.: `Msg. for Colin:`)

either:

OK and **>**

Confirm the display and scroll to the required default message.

or:

Message number

Enter the message number (0 - 9) of the required default message.

or:

OK and **>**

```
Enter message
text?>
```

Confirm the display and scroll to `Enter message text?>`.

OK

Confirm the selection.

own message*

enter own message.
(see "Entering text" page 29.)

OK

Confirm the entry.

```
Send?
```

Display: `Send?`

OK

Confirm the entry.

e.g.:

```
Sent to 3024
```

```
Please replace
handset.
```

First display:
`Sent to 3024`
then:
`Please replace handset.`

Press the on-hook key **or** place the handset in the charging shell.

* As of Version 3.0

Calling up a message received*

* As of Version 3.0

Your handset receives a message – a notification tone sounds.
The letter icon appears on the display after approx. 1 second.

Press the display key.

e.g.
`Msg. from: 3024`

Display, e.g.:
`Msg. from: 3024`
(A name can also be displayed instead of the call number, e.g. : `Msg. from: Colin`.)

OK

Confirm the selection.

`Text?>`

Display: `Text?>`.

OK

Confirm the selection.

e.g.
`Visitor waiting`

Display, e.g.:
`Visitor waiting`

OK

Confirm the setting.

`Time/date sent?>`

Display: `Time/date sent?>` – *check when the message was sent.*

OK

Confirm the setting.

e.g.
`at: 12:43 today`

Display, e.g.: `at: 12:43 today`
(the date of another day can be specified instead of `today` , e.g.: `at: 17:25 06.02`.)

OK

Confirm the setting.

>

Scroll to one of the following 4 options.

`Call Sender?>`
`Delete?>`
`Previous menu?>`
`End?>`

OK

Confirm the selection.

Message

Advisory message

If you are unable to answer any calls, you can send callers an automatic advisory message.

As in the case of message texts, you can also select **predefined texts** or enter **customised**[1] **texts** for advisory messages.

You telephone system offers the following predefined message texts [2] with the associated message numbers:

0 = Back on:

1 = Holiday until:

2 = Away until:

3 = Out all day

4 = Out till noon

5 = Not available

6 = Avail/home:

7 = Contact:

8 = Avail at:

9 = In room:

1 As of Version 3.0

2 Default texts may be modified in the system

Appendix

Troubleshooting

Before contacting the Service department, you should attempt to correct any errors yourself:

Error	Possible cause	Remedy
No display.	Handset not switched on. Battery empty.	Press the on/off key. Charge the battery.
`Connect.` `Release` is displayed as soon as you press the talk key. No dial tone; no calls can be made.	Cordless EM is being used by other users.	Try again later.
No radio connection possible to base station, `Base 1` flashes.	The handset is outside the radio range of the base stations; radio signal too weak. The handset is not registered. Excessive delay between synchronisation attempts.	Move into radio range, change location. Log on the handset. Switch off handset and switch it back on again.
`Base 1` is displayed, for example, but no incoming or outgoing calls can be received or made. Activation/ deactivation not possible.	The handset is blocked.	Open the battery compartment lid (arrow) and close it again.

Appendix

Approval

Hicom cordless products satisfy the EU approval specifications in accordance with the EU directive 98/13/EEC.

Technical data

Standards	DECT in accordance with ETSI, CTR 6, CTR 10, GAP
Number of channels	120 duplex channels
Frequencies	1.88 GHz to 1.90 GHz
Duplex operation	Time duplex with a 10 ms frame length each
Channel configuration	1728 kHz
Bit rate	1152 kbit / s
Modulation	GFSK
Voice encoding	32 kbit/s (ADPCM)
Transmit power	10 mW medium power; 250 mW peak power
Range	outdoors approx. 300 m indoors approx. 50 m

Convenience handset

Operating times with fully charged battery	see "Charging and using the battery" (page 12f)
Permitted environmental conditions for operation	+5 °C to +45 °C 20% to 75% relative humidity
Weight incl. battery	approx. 98 g
Dimensions (L X W X H)	approx. 122 x 43 x 18 mm

Headset (accessories)

Fig. 4 Headset

The reference number for ordering the headset is C39453-Z5-C135.

Connecting the headset

The headset port is located above the receiver inset in Gigaset 3000 Micro (See Fig 1 on page 3).

Use a pointed object to carefully remove the rubber plug from the handset housing. Insert the headset connector in the connection socket.

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1P A31003-M1530-B850-54-7619

When passing on the device
enter the following telephone numbers!

In the event of an error:

For sales queries:

Printed on recycled paper –
doing more for the environment!

CE

This device complies with the requirements of the EU guidelines

89/336/EEC "Electromagnetic Compatibility",

73/23/EEC "Electric Operating Resources for Use within Specific Voltage Parameters".

and therefore displays the CE symbol.

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